

WHOA Board of Directors – Meeting Minutes for December 11, 2018 Meeting

Present: John Cambier (President), Betty Turnbull (Vice President), Amanda Sosebee (Treasurer), Betsy Martin (Secretary), Jim Fleming, Mary Evers, Jacob Hildebrand (CAS).

Absent: Donna Wolfe, David White

1. Call to Order/ Approval of prior minutes

- Meeting was called to order by the President at 7:11pm.
- Minutes of the November 2018 meeting were unanimously approved.

2. Due Process Hearings – None.

3. Old Business

3.1 Holiday Party –The Holiday Party has been deferred to January 2019, and the Board agreed that, henceforth, it shall be held in January as a Volunteer Appreciation Party. The Board agreed to host the party on Saturday 1/12/19 from 5-7pm.

3.2 David White Service Award – Betty moved, Amanda seconded and the Board unanimously approved giving this award to Woodlake Cares for their remarkable work for our entire community, including their work for our recently deceased community member, Kathryn, whom they supported during her battle with ALS.

4. New Business

4.1 Pool Bathrooms – John moved that we keep the Men’s bathroom at the pool open as a Unisex bathroom open in the off-season, that we hire someone to clean the bathroom twice a month during the off-season, and that we authorize David/Jim to install a sweeper along the bottom of the door. The Board discussed the motion. Betty seconded the motion and it passed unanimously. When the bathroom is ready, Betty will communicate to the community this new access and to apply for gym-access to access the bathroom.

4.2 Holiday Patrol – Jacob and David looked at the costs of adding community patrols for our holiday season. David submitted comments by email and suggested that we do not offer those patrols this year because we have not had any home break-ins this year and we have only had car break-ins. The Board discussed that packages have disappeared from community members’ porches. John moved that we hire police patrols once a day, at varying times, from 12/22/18 through 1/2/19. Amanda seconded and the Board unanimously approved the motion.

4.3 2019 Budget. – Amanda and Jacob worked on a budget for 2019. After discussion, John moved, Mary seconded and the Board unanimously approved the budget as presented.

4.4 Late account notices and letters from CAS. John moved, Mary seconded and the BOD approved a motion to have CAS follow the process that they will send an statement to each homeowner with a balance due until the homeowner owes us \$200, then we will use our 30 day, 60 day and 75 day letters. The motion carried unanimously. Betsy will send revised 30, 60, 90 (15 day demand) letters (which contain more detailed information for our members about the costs of resolving their conflict after the issue is sent to the Attorney) to the Board to review prior to including those in our process.

4.5 Motion to appoint new Board Member. John moved, Mary seconded and the Board unanimously approved adding Adam Friedman to the Board for the remainder of the Marissa’s term (Marissa resigned her seat in June 2018).

5. Committee Updates

5.1 Building and Grounds: David is waiting on quotes for the upcoming tree work and the Board will likely review that information in January. John moved, Amanda seconded and the Board approved an end of year bonus of \$50 per worker to the landscaping crew and chief.

5.2 ARC Requests: no update.

5.3 Communications Committee: Our volunteer appreciation party is being scheduled for January.

5.4 Neighborhood Watch – The community continues to have packages stolen from our doorsteps, but no homes have been broken into recently and generally crime appears to be reduced.

5.5 Pool Committee: No update.

5.6 Recreation Committee: Due to snow, our holiday craft fair has been rescheduled from Sunday 12/9/18 to Saturday 12/15/18 at the Clubhouse. Members of our community will sell their homemade goods with a portion of the proceeds donated to ALS.

6. Financial Report

6.1 November 2018 Financials– The Board reviewed the reports.

Water Bill/ Stormwater Issues:

Sept 2018: Our water bill has a high degree of variability and Jacob will look into any causes for that variation. John noted that the stormwater charges are inversely proportional and so it may be that the numbers are misallocated again.

October 2018: Jacob will ask accounting again on this item, and we are over on the water across the budget, so Jacob will look into this. Amanda moved that we approve the 2017 Audit, John seconded and it unanimously passed.

November 2018: Jacob looked into the water issue and we are \$1500 over budget, which appears to come from \$1000 in May for filling the pool and \$600 in September, which may be the toilets running or post hurricane clean-up, but given that our water usage has been high overall this year, Jacob will pull records from the past two years to see our budget vs. usage and where this issue has been historically.

December 2018: We are \$6k under budget for 2018. Water and electricity are still overbudget, but the correct numbers have all been allocated in their correct line items. Water is up this year because the pool repairs required draining and refilling of the pool.

Additional Budget Questions: Jacob will look into our electric bill and why that is higher than expected and get additional information on the cost of an audit in the event we choose to have a full audit in June 2019. We are still within our budget overall and predict to end the year underbudget.

6.2 Aged Owner Balances – In non-public notes.

7. Violations, Delinquent Payments, and Foreclosed Property – Private information is contained in our non-public notes.

8. Open Forum: No attendees.

9.1 Meeting adjourned 9:01 pm. Our next BOD meeting is scheduled for Tuesday, January 8, 2019.